

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF
COMMISSIONERS OF THE CHARLOTTESVILLE REDEVELOPMENT AND
HOUSING AUTHORITY**

January 24, 2011

The Board of Commissioners of the Charlottesville Redevelopment and Housing Authority (hereinafter "CRHA" or the "Housing Authority") met in Regular Session at 7:00 PM on January 24, 2011 in Council Chambers at City Hall.

I. **CALL TO ORDER**

Commissioner Bob Stevens called the meeting of the Board to order at 7:00 PM on January 24, 2011.

II. **ROLL CALL OF COMMISSIONERS**

Present:

Ms. Sherri Clarke, Commissioner
Ms. Holly Edwards, Vice Chair
Mr. Jason Halbert, Commissioner
Ms. Joy Johnson, Commissioner
Mr. Hosea Mitchell, Commissioner
Mr. Bob Stevens, Chair
Mr. Keith Woodard, Commissioner

Absent:

Staff Present:

Mr. Randy Bickers, Executive Director
Ms. Robin Munson, Finance Director
Ms. Amy Kilroy, Redevelopment Director
Ms. Allyson Manson-Davies, Legal Attorney
Ms. Deetra West, Administrative Assistant

III. **MOMENT OF SILENCE**

Commissioner Stevens opened the meeting with a moment of silence.

IV. **APPROVAL OF MINUTES OF THE REGULAR MEETING OF THE
BOARD OF COMMISSIONERS HELD NOVEMBER 22, 2010.**

Commissioner Clarke made a motion to approve the minutes, seconded by Commissioner Johnson. The minutes were approved with one abstention from Commissioner Woodard.

V. **RESPONSE TO QUESTIONS FROM PREVIOUS MEETINGS**

There were no questions to address from the previous meeting.

VI. **PUBLIC COMMENTS**

Overy Johnson, President of Crescent Hall Tenant Association, stated the elevators at Crescent Hall are breaking down seemingly every other week. He stated several residents have expressed their concerns regarding the paramedics reaching residents in a timely manner. The Tenant Association would like to see the elevators fixed.

Paul Vaughn, PHAR, stated PHAR would like to thank Mr. Bickers for coming out to speak to its intern class. He added the class would like to invite him to speak to the interns at a later date. He stated the elevators and the regularity at which they break down are becoming an issue at Crescent Hall. Residents are concerned and would like to see the elevators fixed.

VII. REPORTS

A. Police Report

Sgt. McKean stated that with the help of Mr. Bickers and Ms. Lockley, the police department will start to use the 6th Street center as an unmanned police substation. Officers will have access to the building at all hours increasing police presence in the neighborhood. Having the police presence will help to control the loitering and any drug activity that seems to increase during the summer months. Currently the police department has substations on Hardy Drive, 9th Street SW, Blue Ridge Common Apartments, and Henry Avenue. Commissioner Clarke stated she would like the police department to interact with residents to make this a resident friendly process and to increase resident support.

Commissioner Edwards stated that most of the issues in the 6th Street community were caused by people outside the community that are not welcomed and not public housing residents. She added that having a police car parked makes a huge difference and can help with safety concerns that have been expressed in the community. The center will serve as a resource station for the officers and a place for officers to have a break. She would like to see additional signage added to the property marking the substation.

B. Items Requiring Board Action

There were no Action Items.

C. Executive Director's Report

Mr. Bickers stated the vacancy number was down to 18 which represent a vacancy rate of less than 5%. Commissioner Stevens thanked staff for their continuing hard work in getting the vacant numbers down. Mr. Bickers stated the UPCS inspections contract has been awarded to APC and the inspections will take place during the week of January 31st. Every unit will be inspected to determine what the housing authority will need to improve on before HUD REAC inspections that will place a few months later. As a precursor, property managers conducted housekeeping inspections to get a first look at what needs to be addressed in units.

Mr. Bickers stated rent receivable amounts are lower this month by about \$5K. He noted that the majority of residents that were served Unlawful Detainer summons were able to pay their amounts in full before going to court.

Commissioner Halbert asked staff to keep an eye on Nelrod as the company has returned questionable data in the past.

Mr. Bickers stated discussions regarding the Crescent Halls Entry Door Replacement, have continued with the contractor regarding final modifications to the installation. Discrepancies have been partially addressed and staff will continue discussions to insure that the remaining discrepancies are corrected.

D. Committee Reports

1. Finance Report

Mr. Bickers reported Public Housing AMPs are showing a net gain and income is higher than the budgeted amount due to additional subsidy funding from HUD. CRHA received \$10,200 from the City of Charlottesville through its Toilet Rebate Program for the installation of low-flow toilets. Mr. Bickers noted the only negative variance is Heating Repair Costs for Crescent Hall however there are other positive variances to offset those costs.

2. Resident Services

Commissioner Johnson stated the committee discussed resident rights and the role and the importance of a resident association which is a service organization. The association will bring forth resident issues and the proper way to resolve the issues. The committee talked about the grievance policy and the procedure to file one. She stated the committee will have a part two conversation to discuss the roles of the chair of the association. The association can be as big or as involved as the community would like.

Commissioner Johnson stated residents would like to have the CRHA managing staff at the next Resident Services meeting to explain the organizational structure of the housing authority. She stated residents have seen new staff members but are not familiar with what department they are associated with. Mr. Bickers stated that he could bring an org chart and "facebook" that would have all current staff pictures and their titles along with what department they worked in.

Commissioner Clarke stated she would like to see educational programs, job trainings, fun/game nights for the residents in the community. These events could bring a sense of togetherness in the community and will keep people out of the streets. She asked Mr. Bickers about the status of the Resident Service Coordinator. Mr. Bickers stated the agency is still in the process for applying for funding for that position. He is hoping to hire at the beginning of the fiscal year assuming funding is received.

Commissioner Johnson stated the Redevelopment Sub-Committee will meet Friday, January 28th at 8am in the Westhaven Community Center.

3. Redevelopment Committee

Mr. Bickers stated the committee in on hiatus until the role of the committee has been more defined. He asked the commissioners if they are available for a work session on February 1st from 4-6pm in the Basement Conference Room to discuss an additional proposal of how CRHA staff and City staff will work together. The commissioners agreed to hold that date as a work session.

VIII. OTHER BUSINESS

Mr. Bickers stated the Board Retreat will have to be moved to February because of conflicting schedules. He asked commissioners to forward available Saturdays within the month of February.

Commissioner Edwards stated she would like an update of the current HCV-FSS program and an opportunity to meet the staff person, Brooke Willard. Mr. Bickers stated that Ms. Willard has been taking classes and he will check with her to see if she can make herself available for next month's meeting.

Commissioner Edward stated there is a community workshop called Carbon Our Energy Future and You on January 26th from 6-8pm in the Albemarle County Office Building Auditorium and Lobby. The focus of the workshop is to learn more on how to conserve energy.

IX. COMMITTEE MEETING DATE CHECK-IN

Redevelopment Committee Meeting – meets 2nd Wednesday of the month
****Will not meet in February****

Resident Services Committee Meeting- meets 2nd Thursday of the month
Next meeting will be February 10, 2011 at 12:00pm in the Crescent Hall Community Room.

Finance Committee Meeting – meets 3rd Wednesday of the month
Next meeting will be February 23, 2011 at 4:30pm, in 2nd Floor Conference Room in City Hall

Regular Board Meeting – meets 4th Monday of the month
Next meeting February 28, 2011, 2011 at 7pm, in Council Chambers

X. PUBLIC COMMENTS

Annette Wilcox, 1400 Monticello Road, stated she would like to have Crescent Hall house Section 8 residents but she would like to wait until the elevators are working.

Dierdre Gilmore, Hinton Avenue, stated she is a little frustrated with reporting income changes. As a daycare provider her income changes throughout the year and every time there is a change to report she has to fill out the same five forms. She noted that at one point in time there was only one form that needed to be filled out. She would like to know when the change took effect and she would like to see it go back to a one form process.

She stated that she would like to see the 6th Street Center used as a daycare center and as part of a Section 3 business. She added there are many mothers without personal transportation that could find it helpful to have a daycare center in the neighborhood.

XI. ADJOURNMENT

Commissioner Stevens stated “Pursuant to section 2.2-3712 of the Virginia Code, I hereby move CRHA Board close this open meeting and convene in closed session, as authorized by Virginia Code sec. 2.2-3711 (A) (7).

Commissioner Halbert made a motion to enter into a closed session, seconded by Commissioner Mitchell. The motion was approved by a unanimous vote. The board entered a closed session.

Commissioner Halbert stated “I move that this Board certify by a recorded vote that to the best of each member’s knowledge only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the Motion convening the closed session were heard, discussed or considered in the closed session.” The motion was seconded by Commissioner Jones. The board came out of closed session (2) Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body, as authorized by Virginia Code sec. 2.2-3711 (A) (7).

Commissioner Mitchell stated “I move that this Board certify by a recorded vote that to the best of each member’s knowledge only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the Motion convening the closed session were heard, discussed or considered in the closed session.” The motion was seconded by Commissioner Woodard. The board came out of closed session